



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

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MEMORANDUM

TO: Mayor and Town Council

FROM: Daniel E. Taber, Town Manager

DATE: March 1, 2013

RE: Town Manager's Report – February 2013

During the month of February, staff completed work on the FY-13 Mid-Year Budget Review and it was reviewed and discussed by Council at the February 19, 2013 work session. It is anticipated that Council will approve the mid-year budget through a resolution at the March 5, 2013 meeting.

Ginn Park Project

During February, the basketball court at Ginn Park was lined and in talking to several youths who were using the court, they advised me that this finishing touch was a much appreciated addition, making the court the best one they had ever played on.

Potomac Landfill

I met with a representative of the Potomac Landfill on February 8, 2013 and he presented computer-generated renditions of what the landfill would look like if approval was granted to expand the landfill vertically. Later in the month, he contacted me and asked that I coordinate a meeting between the Town Attorney and the landfill's attorney to discuss the matter further. That process is still underway.

First Town Center Project

Town Staff and I continue to meet with the developer concerning moving this project forward. He has advised us that he is in the process of securing funding for the project and we have provided him a letter regarding the status of the project that he can use in finalizing discussions on project financing.

Assistant to the Town Manager Vacancy

Interviews have been completed for this vacancy and the candidate I have selected is currently in a background investigation process by the Town. Barring any unforeseen complications, I expect to make a job offer to the applicant as soon as the background is completed.

Curtis Drive/Main Street Intersection Project

Town staff continues to move this project forward and additional discussions have taken place with Curtis Brothers Properties concerning the proposed realigned entrance to the Triangle Shopping Center that is essential to this project.

Zoning Administrator/Planner Vacancy

Initial interviews for this position have been conducted and two finalists will proceed to the second-stage interview process that should be completed sometime in early March. Upon the conclusion of a background investigation of the applicant selected, I hope to fill this vacancy shortly thereafter.

Black History Month Program

I attended this February 9, 2013 program at the Little Union Baptist Church and continue to be impressed with how well organized and relevant the event continues to be year after year. Much of the credit for the continued success of this program goes to Cydney Neville, our Director of Community Services. It speaks highly of the Town that other staff members and elected officials, both past and present, also attend and support this program.

Meetings with American Trash Disposal

Staff continues to meet with American Trash Disposal in order to work out a plan to encourage recycling within the Town. You will continue to be updated as we continue this endeavor.

Virginia Local Government Management Association (VLGMA) Conference

I attended this conference, held in Staunton, Virginia, from February 13-15, 2013. The presentations were relevant and the opportunity for networking proved to be very valuable. I will be forwarding some materials from the conference to Council in the near future.

Route 1 Widening Meeting with VDOT

On February 26, 2013, staff members, Mayor Foreman, and I met with VDOT officials and the PWC Director of Transportation to discuss a variety of issues relevant to the future widening of Route 1 in Dumfries. The information provided was very encouraging and I hope to be able to schedule a work session with Council soon to provide more specific information.

Other Various Town Manager Activities for February

- Daily Administrative Responsibilities
- Staff Meetings
- Regular Council Meeting
- Briefings and Meetings with Town Attorney On Several Issues
- Individual Meetings with Staff
- Individual Meetings and Telephone Conversations with Council Members
- Individual Meetings and Conversations with Citizens
- Attendance at the Dumfries Business Association Meeting
- Various Committee Meetings
- Attendance at Boys and Girls Club Meeting
- Meeting with Curtis Brothers to Discuss Their Future Plans for Triangle Shopping Center
- Personnel Related Meetings
- Weekly Drive-Through of the Town
- Informational Meeting with Representatives of the Potomac Shores Development

Should you have any questions or concerns, please contact me.